

CALL TO ORDER, ROLL CALL AND PLEDGE

The October 22, 2013, Regular Business Meeting of the Monroe City Council was called to order by Mayor Robert G. Zimmerman at 7:00 p.m. in Council Chambers, City Hall.

Councilmembers present: Cudaback, Davis, Goering, Gamble¹, Hanford, Kamp, and Williams.

Staff members present: Brazel, Farrell, Feilberg, Deputy Chief Ginnard, Lande, Nelson, Popelka, Chief Quenzer, Roberts, Sax, Smoot, Warthan, and Willis.

The Pledge of Allegiance was recited by attendees.

ANNOUNCEMENTS/PRESENTATIONS

1. Wastewater Treatment Plant Outstanding Performance Award for 2012

Mayor Zimmerman presented the 2012 Wastewater Treatment Plant Outstanding Performance Award to the Monroe Wastewater Treatment Plant (WWTP) Staff, represented by Mr. John Lande, WWTP Manager.

2. Recognition for 20 Years of Service - Sgt. Rick Dunn

Mayor Zimmerman recognized Monroe Sergeant Rick Dunn for his 20 years of service with the City. Police Chief Tim Quenzer presented Sergeant Dunn with a 20-year Badge. Sergeant Dunn offered thanks, and recognized members of his family in attendance.

3. Proclamation: Police & Fire Appreciation Week Nov. 17-23

Mayor Zimmerman read a proclamation into the record recognizing Police and Fire Appreciation Week – November 17 through 23, 2013.

COMMENTS FROM CITIZENS

There were no Citizens present wishing to address the Council.

CONSENT AGENDA

- 1. Approval of the Minutes: October 15, 2013, Regular Business Meeting**
- 2. Accounts Payable & Payroll** (*none presented for approval*)
- 3. Interlocal Agreement with Snohomish County for Furnishing Equipment/Maintenance/ Repair Service**
- 4. Resolution Authorizing the Mayor to Sign AWC Self-Insurance Interlocal Agreement**
- 5. Authorization/Fill Two Existing Open Positions/Police Officers**

¹ CLERK'S NOTE: Councilmember Gamble arrived at 7:30 p.m. during discussion on Unfinished Business No. 1.

Councilmember Kamp moved to approve the Consent Agenda; the motion was seconded by Councilmember Hanford. On vote,
Motion carried (6-0).

UNFINISHED BUSINESS

1. Ordinance Amending the Monroe Municipal Code to Create a New Class of Utility Customer/1st and Final Reading

Ms. Dianne Nelson, Finance Director, presented information on the ordinance amending the Monroe Municipal Code to create a new class of utility customer; and stated this is a temporary fix; all classes will be reviewed in a forthcoming rate study.

Councilmember Hanford moved to waive Council Rules requiring a second reading of the ordinance; the motion was seconded by Councilmember Kamp. On vote,

Motion carried (6-0).

Discussion ensued regarding the upcoming rate study, the interim nature of the proposed ordinance, and low income senior housing - non-profit versus for-profit classifications. Ms. Nelson stated discussion on the rate study schedule will take place at the regular meeting on November 19, 2013.

Councilmember Hanford moved to adopt Ordinance No. 017/2013 amending the Monroe Municipal Code to create a new class of utility customer; the motion was seconded by Councilmember Cudaback. City Administrator Gene Brazel read the ordinance into the record as follows:

An Ordinance of the City of Monroe, Washington, Amending Chapter 13.04 MMC Water Regulations, Rates and Charges, and Chapter 13.08 Sewer System Regulations; Establishing New Utility Rate Classifications for Multi-Family Residences Occupied by Low-Income Senior Citizens and Owned or Operated by Nonprofit Entities; Providing for Severability; and Fixing a Time When the Same Shall Become Effective.

On vote,

Motion carried (7-0).

2. Discussion: Traffic Calming Program

Public Works Director Brad Feilberg presented information on the Traffic Calming Program: the item was previously discussed by Council August 20, 2013; a residential traffic guidebook has been prepared and presented; and WCIA has provided comments regarding uniform criterion.

Discussion ensued regarding neighborhood involvement, funding sources, maintenance, the Monroe Traffic Advisory Committee (1992-2008), requests for speed

trailers/radars (complaint based), police traffic units (no dedicated units at this time; proposal forthcoming), and citizen/neighborhood traffic calming education.

NEW BUSINESS

1. Review 2013 Comprehensive Plan/ East Monroe Amendment

Mr. Paul Popelka, Planning/Permitting Manager, presented information on the 2013 Comprehensive Plan East Monroe Amendment:

- Comprehensive Plan Amendment – Rezone;
 - Limited Open Space – General Commercial;
 - Final Environmental Impact Statement (FEIS) - basis for recommendation;
 - FEIS Appeal deadline - October 18, 2013;
 - 60-Day review period;
- Existing Land Use Designations (Map);
- Future Land Use Designations (Map);
- On-Site Impacts (Streams, Wetlands, Shoreline, Native Growth Protection Area (NGPA), Slopes, Floodplain);
- Wetland, Stream, Buffers and Shoreline Designation Composite Map (East Monroe Rezone);
- Project Area (Gross Area: 42.81 acres; Developable Area: 11.33 acres);
- Off-Site Impacts (Traffic/Transportation, Aesthetics, Noise, Utilities and Services, Cumulative Impacts);
- Bypass Concept; and
- Westwick Road to North Monroe Interchange.

Discussion ensued regarding the FEIS process and schedule.

2. Presentation of Utility Funds and CIP Funds Budget

Ms. Dianne Nelson, Finance Director, reported on the 2014 Preliminary Budget for the Utility Funds and CIP Funds; including the following topics: CIP and Utility Funds (listing); General Fund CIP; Parks CIP Fund; Streets CIP Fund; North Kelsey Development Fund; North Kelsey Debt Fund; Utility Funds (general information); Water Fund; Water CIP Fund; Sewer Fund; Sewer CIP Fund; Stormwater Fund; Stormwater CIP Fund; Solid Waste Fund Revenue Bond Reserve Fund; Budget Process; and Next Steps.

Ms. Nelson responded to Councilmember queries; and discussion ensued regarding: skate park improvements, Streets CIP Fund projects/stages, Water Fund rate increases, Water CIP Funds – upcoming projects, Sewer Fund – increases, Solid Waste Fund/contract, and street maintenance funding. Staff reported that the funding for street maintenance will be explored in the first quarter of 2014.

3. Adopt Pay for Performance Policy for Non-represented Employees

Mr. Ben Warthan, Human Resources Director, presented information on the Performance Based Pay Policy, including a review of substantial changes from the interim policy to the proposed final policy.

Discussion ensued regarding the review schedule, reporting to the Council Finance and Human Resources Committee (twice a year), and the performance appraisal criteria and ratings system.

Councilmember Goering moved to approve Policy No. 2013-001 implementing a performance based pay structure for Non-Represented staff; the motion was seconded by Councilmember Williams. On vote,
Motion carried (7-0).

FINAL ACTION

1. Ordinance Setting Property Tax Levy/2nd & Final Reading

Ms. Nelson presented information on the proposed ordinance setting the property tax levy for 2014; the proposed ordinance does not include the one percent increase allowed by law; the first reading of the ordinance was on October 15, 2013; and one minor edit has been made to Section 1 of the ordinance – the addition of a specific dollar amount.

Councilmember Kamp moved to accept as second and final reading Ordinance No. 015/2013 Setting Property Tax Levy for 2014; the motion was seconded by Councilmember Davis. City Administrator Gene Brazel read the ordinance into the record as follows:

An Ordinance of the City of Monroe, Washington, Fixing the Amount of Taxes to be Levied by the City for the Calendar Year of 2014.

On vote,

Motion carried (7-0).

2. Ordinance Amending MMC 2.24.050 Council Compensation / First and Final Reading

Councilmember Gamble, Chairperson of the Finance and Human Resources Committee, provided background information on the Council compensation review process, and stated the item is up for a first and final reading in order to be addressed prior to the 2013 General Election. Councilmember Cudaback stated her desire to look into a Salary Commission in order to address the inequity of pay for Councilmembers in 2014.

Councilmember Williams moved to waive Council Rules requiring a second reading of the ordinance; the motion was seconded by Councilmember Cudaback. On vote,

Motion carried (7-0).

Councilmember Kamp moved to accept as first and final reading Ordinance No. 016/2013 amending Monroe Municipal Code 2.24.050 pertaining to Council compensation; the motion was seconded by Councilmember Davis. Councilmember Williams moved to amend Section 1 to include the word appointed, to read "Councilpersons who are first elected, re-elected, or appointed..." and the amendment was confirmed by Councilmembers Kamp and Davis. City Administrator Gene Brazel read the ordinance into the record as follows:

An Ordinance of the City of Monroe, Washington, Amending Chapter 2.24 MMC, Compensation for Mayor and Council; Providing Increased Compensation for Councilmembers; Providing for Severability; and Establishing an Effective Date.

On vote,

Motion carried (7-0).

COUNCILMEMBER REPORTS

Councilmember Gamble commented on Monroe PeeWee Football.

Mayor Zimmerman commented on Monroe High School Football.

STAFF/DEPARTMENT REPORTS

Human Resources Director Warthan reported on an item forthcoming to the full Council in December regarding the City phone system.

Mr. Mike Farrell, Parks/Recreation Director, commented on the Skate Park.

Police Chief Tim Quenzer commented on Oregon Ducks Football.

MAYOR/ADMINISTRATIVE REPORTS

City Administrator Brazel reported that staff has compiled a listing of community projects – plans/goals for 2014; and this will be distributed to Council.

1. Draft Agenda/November 12, 2013

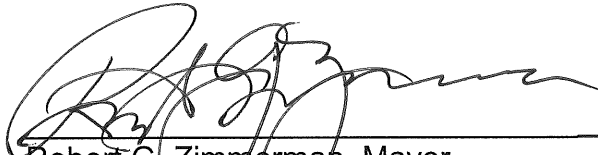
City Administrator Brazel presented the draft agenda for November 12, 2013.

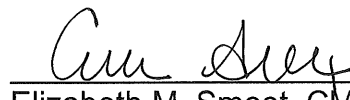
Mayor Zimmerman reported the LTAC (Lodging Tax Advisory Committee) recommendations will be forthcoming to Council; and commented on the upcoming Light Up Monroe event – November 30, 2013.

ADJOURNMENT

There being no further business, the motion was made by Councilmember Goering and seconded by Councilmember Kamp to adjourn the meeting. On vote,
Motion carried (7-0).

MEETING ADJOURNED: 9:02 p.m.



Robert G. Zimmerman, Mayor

Elizabeth M. Smoot, CMC, City Clerk

Minutes approved at the Regular Business Meeting of November 12, 2013.